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MONTANA STATE LIBRARY

# BIENNIAL REPORT

Fiscal Years  
2000 & 2001

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**State Fiscal Years**

**2000**

[July 1, 1999 to June 30, 2000]

**&**

**2001**

[July 1, 2000 to June 30, 2001]

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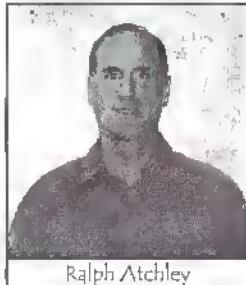
# Introducing the Commission



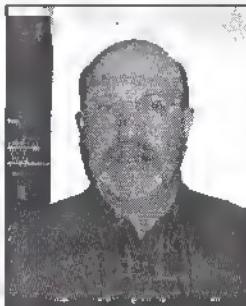
David Johnson



Rosemary Garvey



Ralph Atchley



Bruce Morton  
Dean of Libraries, MSU

The commission is composed of: Linda McCulloch, State Superintendent of Public Instruction, Bruce Morton, Dean of Libraries at Montana State University, and David Johnson, Rosemary Garvey, Ralph Atchley, Dorothy Laird and Al Randall.

The commission annually elects a chair from its membership. It has the power to:

- (1) give assistance and advice to all tax-supported or public libraries in the state and to all counties, cities, towns, or regions in the state which may propose to establish libraries, as to the best means of establishing and improving such libraries;
- (2) maintain and operate the state library and make provisions for its housing;
- (3) accept and expend in accordance with the terms thereof any grant of federal funds which may become available to the state for library purposes;
- (4) make rules and establish standards for the administration of the state library and for the control, distribution, and lending of books and materials;
- (5) serve as the agency of the state to accept and administer any state, federal, or private funds or property appropriated for or granted to it for library service or foster libraries in the state and establish regulations under which funds shall be disbursed;
- (6) provide library services for the blind and physically handicapped;
- (7) furnish, by contract or otherwise, library assistance and information services to state officials, state departments, and residents of those parts of the state inadequately serviced by libraries;
- (8) act as a state board of professional standards and library examiners and develop standards for public libraries and adopt rules for the certification of librarians; and
- (9) designate areas for the establishment of federations of libraries and designate the headquarters library for such federations.



Dorothy Laird



Al Randall



Linda McCulloch  
Superintendent of  
Public Instruction

# Library Development Department [LDD] & the Montana Library Network [MLN]

## ***Summer Institutes***

LDD is responsible for improving the skills of public librarians and trustees in Montana libraries. Following the lead of other states, LDD developed weeklong institutes designed for the library director without professional librarian education. In state fiscal year 2000, 44 librarians attended the Summer Institute in Billings. In 2001, 35 librarians attended the Summer Institute in Butte.

## ***Fall Workshops***

LDD works to promote cooperation among all libraries. Toward this end, LDD produced two-day Fall Workshops for librarians from all types of libraries. Attendance in state fiscal year 2000 was 108 and in 2001, 70. Workshop topics included: accounting skills, advanced reference services, personnel issues, weeding, using the InfoTrac database, book mending, grant writing, Marc records, and CIPA.

## ***Gates Foundation***

The Gates Foundation awarded public libraries in Montana software, equipment, and training to enhance the access of citizens to electronic information resources. Montana communities enthusiastically accepted these awards and welcomed trainers from the Gates Foundation.

## ***Federal Funding at Work in Montana Libraries***

The last of the federally funded construction grants was awarded to Dillon in 1999, and the Dillon City Library proudly showed off its building improvements. Madison County and Lake County libraries tackled ambitious, federally funded projects to demonstrate the value of joint library services.

## ***New Trustees Handbook***

To help public library trustees navigate their important job, LDD produced an easy-to-use handbook. Topics covered in the handbook included: laws and ethics; personnel; finances; policies and planning; and community relations.

## ***E-Rate Guidance***

MSL continued to assist libraries with the Federal Universal Service's E-Rate program that offers discounts for Internet and phone connections. MSL offered valuable information concerning compliance with recent legislation.



Summer Institute 2001 participants gather for a group photo.

# Library Development Department [LDD] & the Montana Library Network [MLN]



(continued)

## New laws

The 2001 legislature passed a number of laws important to libraries. These include procedures to establish a district library system, changes in library federation laws, and the financing of local government.

## Montana Library Network (MLN)

Libraries rely on networks to gain access to materials and services. Working as a partner with Montana libraries, MLN ensures the delivery of quality networked library materials and services to Montana citizens through standards-based library automation systems. MLN staff negotiated a contract with OCLC to allow all libraries in the state to use its services at a reasonable price. MLN also supported a joint library project in the Hi-line, and projects to digitize and offer Internet access to unique Montana materials, such as Will James drawings.



With funding from the 1999 legislature, MLN also oversaw the purchase of a statewide database that allows Montana citizens access to thousands of full-text magazines and journals over the Internet.

MLN developed a gateway that allows libraries and users to search the catalogs of many Montana libraries and place requests for materials.

### Montana Library Network Barcode Registry: Tracking and Issuing Montana's Own Library Barcodes

Your Library Name



Patron or Item prefix, first digit

Library identifier number (unique), digits two thru five

Patron or Item Number, digits six through thirteen

Check digit, last digit

# Library and Information Services Department [LISD]



John Heldt at the Reference Desk and Marjorie Smith at the Collection Desk.

The State Library conducted e-mail and walk-in surveys of users to learn about their information needs and preferred service delivery methods. Based on the information needs of state employees, library staff instituted new ways of providing better access to information resources.

### ***New services added***

Listening to its users, LISD added many more online information resources. Online databases selected include many with the full-text of articles in thousands of magazines, newspapers and reference books, business directory information, medical information, other state government constitutions, laws and regulations, and indexes to articles in thousands of professional journals.

In the last 18 months, over 60 journal titles have been upgraded or purchased in online form as well as print. This makes full text articles available from the user's desktop.

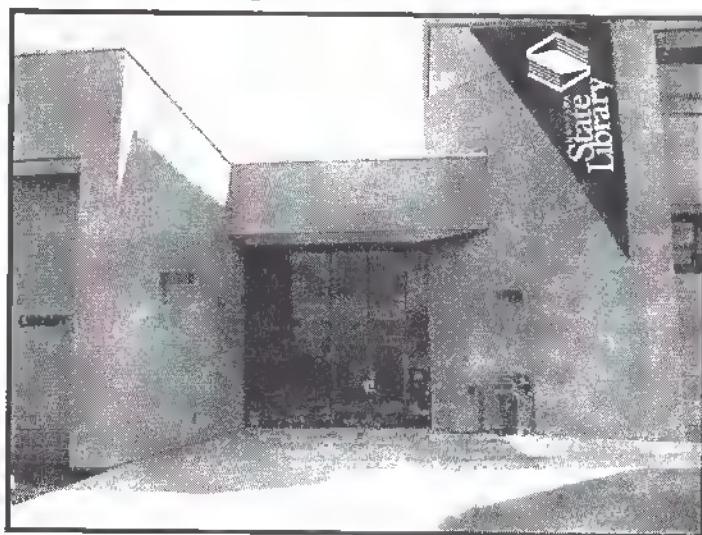
### ***Web-presence***

LISD also made it easier for users to access its services through the Internet. State employees can send e-mail or use forms on the library web pages to request a book, register for a library card, ask for an article from a magazine, or sign up to receive the current table of contents from library subscriptions.

### ***Improving access***

LISD will offer better access to its collections by the end of 2002. LISD joined a group of libraries from around the state, including the State Law and Historical Libraries, to purchase a new integrated system that allows users access to more resources and a variety of search options. The Shared Catalog, which will "go live" in late summer/early fall with SIRSI's Unicorn Consortia product and the iBistro portal.

The MSL catalog can now be searched through the MLN Gateway site, allowing patrons to search the MSL collection online.





# Montana Talking Book Library [TBL]

(continued)



Lee Madison, Reader's Advisor, helping a patron.

## ***Service to patrons***

The Montana Talking Book Library (TBL) served an average of 3,000 blind and physically disabled library patrons. Using recording studios in Helena and at the prison in Deer Lodge, TBL volunteers recorded 100 books unique to Montana during fiscal years 2000 and 2001.

## ***Patron survey***

A patron survey gave TBL high marks in the areas of timeliness, efficiency, courteous service, items received in good condition, and the handicap accessibility of the building. Sixty-seven percent of the respondents were interested in learning to access TBL services via a computer. TBL purchased ADA software for a pilot program to do so.

## ***Volunteers***

Volunteers continue to be an essential part of TBL services. Over the past two years, an average of 122 volunteers contributed 23,560 hours. Two volunteer appreciation events celebrated their efforts.

## ***Patron invention***

Patron Jim Daily, Butte, was invited to speak at the National Board of Education's ninth annual Project Directors Conference for Independent Living Services in Washington, D.C. He was invited to meet with Senator Max Baucus, Senator Conrad Burns' staff, and Frank Kurt Cylke, Director of the National Library Service, about his invention of the "Talking Book Marker."

## ***Cassette catalog***

The Montana Cassette Book Catalog 2000 was completed in large print and recorded at the Deer Lodge Prison recording program. Also, a Descriptive Video Catalog was recorded at the prison, and mailed to participating patrons. Patrons responded positively to a Descriptive Video Catalog website.

## ***Service contacts***

More than 1,330 service contacts were made. TBL staff members also attended and made presentations at the Montana Association of the Blind summer orientation workshops, and gave presentations to the Lewistown White Cane Club and to the Polson Chapter of the Montana Association for the Blind. TBL services were featured on the Aging Horizons TV show that addresses aging issues. New application forms and materials were distributed to all ophthalmologist and optometrist offices, a six-county special education teachers' group, nursing homes, assisted living, independent care, and retirement facilities, as well as to the hospital in Lewistown.

## ***Donations***

TBL received donations of \$9,656 in fiscal year 2000, and \$11,542 in 2001.



Volunteers accepting awards at the MSL Volunteer Program 20th Anniversary celebration



Carolyn Meier shelving "talking" books.



Susie Merrin monitors the recording of a book

# Natural Resource Information System (NRIS) & Natural Heritage Program



Above: TJ Abbenhaus, NRIS GIS Programmer/Analyst, explains to students at Jefferson School in Helena that Montana's northern border curves. Below: The some students practice drawing contours for topographic maps on their hands.



## *Web-based mapping applications*

NRIS developed several web-based mapping applications, including:

- A Thematic Mapper, which allows users to easily locate data and create maps using many different themes, such as impaired streams, water rights information, or 2000 census data;
- A Topofinder, which allows users to locate, view and print topographic maps;
- The DNRC Water Rights System, which allows users to locate water rights information, map water rights and print summary reports;
- The Montana Bird Distribution Database that allows users to easily locate bird distribution information as well as add bird sightings to the database;
- A 404 Permit Finder, which allows users to query and map Army Corps of Engineers stream and wetland modification permits; and
- The Montana Land Stewardship Map, an integrated statewide database of public and conservation lands that allows citizens to easily view and identify public land ownership and management designations, as well as conservation easements.

NRIS received a federal grant award to create a new Water Quality Monitoring Tracking System. Users will be able to quickly locate water quality monitoring activities using a web-based mapping system and link to agencies that have collected data.

The program contributed to fire fighting efforts in the 2000 and 2001 fire seasons, preparing customized maps for use by fire teams, developing a web-based system for Fish, Wildlife and Parks to display the closure status of public lands, and developing web-based access to data for use by fire teams.

NRIS has helped state citizens deal with the ongoing drought by developing and maintaining the website for the Montana Drought Advisory Committee.

